

Commonwealth of Virginia  
Department of Health Professions  
6603 Board Street Road, 5<sup>th</sup> Floor  
Richmond, Virginia 23230

Date \_\_\_\_\_  
Hours \_\_\_\_\_  
Rev: 4/2005

WAREHOUSE INSPECTION REPORT

Name \_\_\_\_\_ License No. \_\_\_\_\_ Exp Date \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No \_\_\_\_\_ Fax No \_\_\_\_\_ Hours of Operation \_\_\_\_\_

Responsible Party \_\_\_\_\_

CSRC License No. \_\_\_\_\_ Exp Date \_\_\_\_\_ DEA No. \_\_\_\_\_ Exp Date \_\_\_\_\_

TYPE OF FACILITY

WAREHOUSE ☐ Prescription Drugs ☐ Devices

INSPECTION TYPE

☐ New ☐ Routine ☐ Change of Location ☐ Remodel ☐ Other \_\_\_\_\_

DESIGNATIONS: C MEANS COMPLIANT, NC MEANS NON-COMPLIANT

FACILITY

	C	NC	
54.1-3430	—	—	Permit is displayed in a conspicuous place.
110-20-630			A separate entrance is provided if operating from a private dwelling and the place of business is open for inspection at all times during normal business hours.

SECURITY

	C	NC	
110-20-640	—	—	Areas in which prescription drugs are manufactured, stored, or kept for sale are held are restricted to only designated and necessary authorized personnel.
110-20-640	—	—	The holder of the permit shall provide reasonable security for all drugs in the restricted area
110-20-640	—	—	The holder of the permit shall not deliver any drug to a licensed business at which there is no one in attendance at the time of the delivery nor to any person who may not legally possess such drugs

**Holder of the permit, except for distributors of only medical gases other than nitrous oxide, shall install a device for the detection of breaking, subject to the following conditions:**

- ☐ Alarm was tested at time of inspection  
☐ Devices Only – Alarm Not Required

110-20-640	—	—	Device shall be a sound, microwave, photoelectric, ultrasonic, or any other generally accepted and suitable device
110-20-640	—	—	Installation shall be hard wired and both the installation and device shall be based on accepted burglar alarm industry standards
110-20-640	—	—	Device shall be maintained in operating order and shall have an auxiliary source of power
110-20-640	—	—	Device shall fully protect all areas where prescription drugs are stored and shall be capable of detecting breaking by any means when activated
110-20-640	—	—	Access to the alarm system shall be restricted to only designated and necessary persons, and the system shall be activated whenever the drug storage areas are closed for business

STORAGE

	C	NC	
54.1-3461 (A)(3)			Drug are stored in conformity with current good manufacturing practices. All prescription drugs are stored at appropriate temperatures and under appropriate conditions in accordance with requirements, if any, in the labeling of such drugs, or with requirements in the current edition of an official compendium, such as the United States Pharmacopeia/National Formulary (USP/NF).

## RECORDS OF DRUGS IN SCHEDULES II, III, IV & V

	C	NC	
54.1-3404	—	—	Every inventory and other records required to be kept under this part shall be kept by the registrant and be available, for at least 2 years from the date of such inventory or records, for inspection and copying by authorized employees of the Administration, except that financial and shipping records (such as invoices and packing slips but not executed order forms subject to <a href="#">Sec. 1305.13</a> of this chapter) may be kept at a central location, rather than at the registered location, if the registrant has notified the Administration of his intention to keep central records. CFR 1304.04(a)
54.1-3404	—	—	The biennial inventory shall be taken on any date which is within two years of the previous biennial inventory.
54.1-3404	—	—	Date of inventory: _____
			<input type="checkbox"/> Opening or <input type="checkbox"/> Closing of Business
54.1-3404	—	—	Inventories and records of Schedule II are maintained separately from all other records CFR 1304.04(f)(1)
54.1-3404	—	—	Inventories and records of controlled substances listed in Schedules III, IV, and V shall be maintained either separately from all other records of the registrant or in such form that the information required is readily retrievable from the ordinary business records of the registrant. CFR 1304.04(f)(2)
54.1-3404	—	—	The record of all drugs sold, administered, dispensed, or otherwise disposed of, shall show the <ul style="list-style-type: none"><li>• date of selling, administering, or dispensing,</li><li>• the name and address of the person to whom or for whose use, or the owner and species of animal for which the drugs were sold, administered or dispensed,</li><li>• kind and quantity of drugs.</li></ul> Any person selling, administering, dispensing or otherwise disposing of such drugs shall make and sign such record at the time of each transaction
54.1-3404	—	—	The record of such drugs received shall in every case show the <ul style="list-style-type: none"><li>• date of receipt,</li><li>• name and address of the person from whom received</li><li>• kind and quantity of drugs received, the kind and quantity of drugs produced or removed from process of manufacture</li><li>• date of such production or removal from process of manufacture</li></ul>

### Comments

This facility has been inspected by an inspector of the Department of Health Professions. The results of the inspection have been noted. I acknowledge that the noted conditions have been deemed by the inspector as not being in compliance and have been explained to me and that I have received a copy of the inspection report.

\_\_\_\_\_  
Signature of Inspector

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Licensee

\_\_\_\_\_  
Date